



YORSIPP



Key features of the Yorsipp SIPP

The Financial Conduct Authority is a financial services regulator. It requires us, Yorsipp, to give you this important information to help you to decide whether our SIPP is right for you. You should read this document carefully so that you understand what you are buying, and then keep it safe for future reference.

Tell us about your Needs

There are different ways in which we can make it easier for you to interact with us:

- We can tailor our documentation to your specific needs. If you require documentation in a different format let us know.
- We can adjust our method of contact to suit your needs. Again, please just let us know what you require.
- We will record the details of your needs, so you won't need to tell us again. Any needs that you tell us about will be held confidentially on your record. You can ask for this to be removed or updated at any time.

Introduction & Contact Details

This document summarises the Key Features of the Yorsipp Registered Pension Scheme. It should be read along with the Terms and Conditions, Fee Schedule, Permitted Investment Schedule and Application Form to ensure you understand the contract you are entering into.

The scheme has been established under a master trust by a set of Trust Deed and Rules, which may be subject to change from time to time. An application form must be completed to apply for membership. On acceptance an account will be opened with the Royal Bank of Scotland as an asset of the scheme. Yorsipp (Trustees) Limited is the scheme trustee and they have chosen to delegate the day to day management and administration to Yorsipp Limited.

You may contact both Yorsipp Limited and Yorsipp (Trustees) Limited at: Eadie House, 74 Kirkintilloch Road, Bishopbriggs, Glasgow G64 2AH. Email: info@yorsipp.com Telephone: 0141 772 3365. All calls are recorded for quality, monitoring, training and fact verification purposes.

What do these terms mean?

SIPP - self-invested personal pension, is a type of personal pension.

Annuity - an annuity is an insurance product. You pay a lump sum to a provider, who in turn agrees to pay you a regular income for the rest of your life.

Illustration - document that provides an estimate of how much you might get when you take your pension savings based on how and when you're intending to access your money.

Trustees - is the company (Yorsipp (Trustees) Ltd) that is responsible for ensuring that the pension is run properly and that members' benefits are secure. The assets of the scheme are held in the name of the Trustees.

Annual Allowance (AA) - is the annual limit on the amount of contributions paid to, or benefits accrued in, a pension scheme before the member has to pay tax.

Money Purchase Annual Allowance (MPAA) - is a restriction on the amount you can pay in to your pension and still receive tax relief. MPAA kicks in when you start to access your pension pot for the first time. However, taking a tax free lump sum and no income does not trigger the MPAA.

PCLS - pension commencement lump sum commonly known as tax free cash is the amount of money available tax free to you as a lump sum when you take benefits. In most cases this is the lower of 25% of the value of pension being put into payment or 25% of your available Lifetime Allowance.

Adjusted Income - includes all taxable income including investment income, benefits in kind as well as all pension contributions.

Threshold Income - is broadly defined as the individual's net income for the year.

Carry Forward - carry forward allows unused annual allowance from the three previous tax years to be carried forward and added to the annual allowance for the current period.

Questions and Answers

What is the Yorsipp SIPP?

It is a registered pension scheme which allows you to invest in a wide range of assets which are defined as standard by the Financial Conduct Authority (FCA) – a list of these can be provided on request. Your selected investment choice will be held under the name of the trustees, Yorsipp (Trustees) Limited.

You should be aware that personal and stakeholder pension schemes are generally available and these may meet your needs at least as well as the Yorsipp Registered Pension Scheme. If you are in any doubt about the suitability of a SIPP you should contact a suitably qualified financial adviser.

Who Will Administer My SIPP?

Your SIPP will be administered by Yorsipp Limited in accordance with the Trust Deed and Rules, which may be varied from time to time. A copy of the Trust Deed and Rules is available on request.

Aims of the SIPP

The Yorsipp SIPP has been designed and assessed to provide fair value to our target market. It will:

- Allow you to save for your retirement in a tax efficient manner.
- Provide you with flexible pension benefits when you retire.
- Enable you to make decisions with your financial adviser as to how you would like your pension savings to be invested.
- Allow you to make transfer payments from other appropriate pension arrangements.

Target Market

- Our product is designed for investors who work with a suitability qualified and FCA authorised financial adviser, who wish to have a say in their pension investment decisions and wish to access a wider variety of investment choice.
- While we do not stipulate a minimum pension fund value, our fair value assessment has assessed that appropriate minimum fund values for each of our products are as follows:
 - A fund size of £50,000 for the Singular SIPP
 - A fund size of £75,000 for the Step-up SIPP
 - A fund size of £150,000 for the Full SIPP
- Customers who are looking to build savings for their retirement or those looking to take benefits.
- Our SIPP is not suitable for non-advised customers or those looking to invest in non-standard assets.

Your Commitment

- To pay regular and/or single contributions to your plan and/or transfer benefits from other appropriate pension arrangements.
- To notify us of any changes to your personal circumstances that may affect your SIPP.
- To advise us of your wish to take benefits.
- To regularly review with your FCA regulated financial adviser, your investment portfolio, contribution levels and pension withdrawals (if applicable).
- To keep within the rules of the SIPP and those set by HM Revenue & Customs (HMRC).
- To have sufficient liquid funds in your SIPP to meet all relevant charges.

What Are The Charges?

Details of the charges that will apply to your SIPP are shown on the Yorsipp Fee Schedule. This can be found at our website, <https://www.yorsipp.com/documents>

Risk Factors

- Penalties/charges may be applied by your existing pension provider if it is transferred to your SIPP.
- You may be giving up rights in the form of benefits by transferring other pension arrangements into your SIPP. You should consult an FCA regulated Financial Adviser prior to transferring any existing pension schemes. We reserve the right to refuse a transfer in.
- HMRC and/or any other governing body may change the law for Registered Pension Schemes at any point. This may affect the amount of tax relief we can reclaim on your behalf.
- The value of your investments may fall as well as rise and are not guaranteed.
- If you continue to withdraw an income in excess of the rate at which your investment grows, your fund may be eroded earlier than expected. This may affect the income level available to you throughout your retirement and/or result in a lower level of dependant's pension.
- There is no guarantee that annuity rates will improve in the future. If you opt to purchase an annuity, the level of pension you receive when you purchase the annuity may be higher or lower than the pension being paid under drawdown pension and/or the annuity you could have purchased initially.
- The investment returns on your fund may be less than those shown in any illustration you may receive from us or your adviser.
- It may be difficult to realise certain types of assets when you want to do so, or indeed at all. Typically, this would apply to property or non-standard investments which can be illiquid and there may be times where repurchase or surrender might be delayed if the underlying asset is not readily saleable (exchanged for cash).
- In addition, any valuation of such an asset will be the opinion of the valuer. Yorsipp imposes certain restrictions on the types of assets acceptable to the Trustees and reserves the right to refuse any investment request.
- You may cancel the plan within the first 30 days. However, if you have already invested before cancelling, the investment may be worth less than you paid in or may not be able to be cancelled.
- You will be responsible for paying outstanding charges and any other sums due where there is insufficient cash within your SIPP to meet these sums.

Your Personal Illustration

We will provide you with a personalised illustration which will give you details of the potential benefits and costs.

Will I Have a SIPP Bank Account?

You will be set up with an individual bank account with the Royal Bank of Scotland (the bank). This will enable payments to be received, standing orders to be set up and payments out in the form of BACS, CHAPS and Faster Payment. The Trustee is the only signatory to each account.

Should the bank fail in the future, protection is available under the Financial Services Compensation Scheme (FSCS). Please refer to the Compensation section below for further details.

We review the terms of these accounts on a regular basis to ensure that the account provided continues to meet your needs. This allows Yorsipp to remain competitive and keep bank charges to a minimum.

Interest will be earned on cash held within the SIPP. The rate is variable and determined by the interest we receive from the bank we deposit your money with. We can provide you with this rate on request. Yorsipp retains no more than 50% of the interest received. You are free to invest this cash whenever you want including in other bank/cash deposit accounts that may pay a higher rate of interest.

What Will My Plan Be Worth?

The final value of your SIPP is not guaranteed and will depend on a number of factors including, payments received, duration of investment, charges paid and the performance of your chosen investments. Please remember that the value may go down as well as up.

We will send you a review of how your SIPP is performing each year.

Contributions?

Anyone can make contributions to a UK registered pension scheme. However, you will only be entitled to tax relief if you are a Relevant UK Individual. To qualify as a Relevant UK Individual, you must meet at least one of the following criteria:

- You have relevant UK earnings chargeable to UK income tax for that year; or
- You are tax resident in the UK at some time during that year; or
- You were tax resident in the UK at some time during the five tax years immediately before that year and when you became a member of the pension scheme; or
- You or your spouse / civil partner have, for that year, general earnings from overseas Crown employment subject to UK tax.

You can choose to make one off or regular payments. If you are employed, your employer can also make payments on your behalf. Any other person or company can contribute to your SIPP on your behalf.

Contributions after the age of 75 do not qualify for tax relief regardless of whether or not you are a Relevant UK Individual.

HMRC set the Annual Allowance for pension contributions. For the tax year 2023/2024 this is set at £60,000. The Annual Allowance is reduced for those with an "Adjusted Income" above £260,000. For every £2 of income between £260,000 and £360,000, the Annual Allowance will be reduced by £1. This does not apply to those with "Threshold Income" below £200,000.

If you have accessed pension benefits flexibly from any UK Registered Pension Scheme (via Flexi-Access Drawdown or Uncrystallised Funds Pension Lump Sum) the Money Purchase Annual Allowance will be triggered. The Money Purchase Annual Allowance is £10,000 for 2023/2024 and applies to contributions to Money Purchase schemes only, including your SIPP.

It may be possible to carry forward any unused Annual Allowance from the previous three tax years. There is no carry forward of the Money Purchase Annual Allowance. If you contribute above your annual allowance or money purchase annual allowance, if relevant, you will have to pay a tax charge on the excess.

What Tax Benefits Are Available?

All Relevant UK Individuals are eligible for tax relief on contributions up to £3,600 gross per annum or 100% of relevant UK earnings, if greater. Your contributions are paid net of basic rate tax and Yorsipp Limited reclaims tax relief on your behalf in accordance with the current rules set by HMRC. The basic rate of tax relief will vary depending on where you live within the UK.

If you are a higher rate or additional rate taxpayer then you will be able to claim further tax relief through your self-assessment tax return or by otherwise contacting your local inspector of taxes if you do not normally complete a tax return.

If your employer makes contributions on your behalf, these will normally be treated as a business expense and tax relief will be granted by the local inspector of taxes, although this is not guaranteed.

Assets held within the SIPP will generally be free of taxation.

What Can I Invest In?

You may invest in a wide range of standard assets as defined by the FCA including:

- Cash, Cash funds or Deposits
- Exchange traded commodities
- Government & local authority bonds and other fixed interest stocks
- Investment notes (structured products)
- Shares in Investment trusts
- Managed pension funds
- National Savings and Investment products
- Permanent interest bearing shares (PIBs)
- Physical gold bullion
- Real estate investment trusts (REITs)
- Securities admitted to trading on a regulated venue
- UK commercial property
- Units in regulated collective investment schemes

A standard asset, and where relevant the underlying assets, must be capable of being accurately and fairly valued on an ongoing basis and readily realised (exchanged for cash or traded on a recognisable exchange) within 30 days, whenever required.

You cannot purchase residential property or any tangible moveable property such as art, antiques, wine, jewellery, classic cars, racehorses etc.

Further details on standard and non-standard investments can be found within our "SIPP Investment List" available via our website: www.yorsipp.com/documents If you are in any doubt whether an investment is standard or non-standard you should check with us first.

Yorsipp (Trustees) Limited retains the right to refuse any investment. However, we will only exercise this right if we believe that the investment may give rise to a financial liability or a breach of regulatory requirements. We will not allow any type of unregulated investment.

Pension Wise?

Pension Wise is the government's free and impartial service, designed to help you understand more about your pension and choices at retirement. Whilst they cannot make a personal recommendation, they can help you understand your options. The guidance is available online, by telephone or face to face. Further information can be found on their website at: www.pensionwise.gov.uk or by telephone on 0800 138 3944 (+44 20 3733 3495 if you are outside the UK).

Member Benefits

When Can I Withdraw Pension Benefits?

You are allowed to take benefits from age 55. This increases to 57 from 6th April 2028. If you entered our scheme prior to 4th November 2021, you will still be able to take benefits from 55 after 6th April 2028. Benefits may be taken earlier in the case of ill health if you are no longer able to carry out your current occupation. You may take all or part of your retirement benefits.

What Benefits Will Be Available To Me When I Retire?

Your Lifetime Allowance (LTA) is the maximum amount you can draw from pensions (workplace or personal) in your lifetime without paying extra tax. This figure is currently £1,073,100, but the charge for breaching the LTA was removed on 6th April 2023, with the allowance abolished entirely on 6th April 2024.

Can I take a tax free lump sum from my SIPP?

You can have a tax-free lump sum (also known as the pension commencement lump sum). The value of this can be up to the lower of 25% of the value of the fund applied to provide your benefits and 25% of your unused Lifetime Allowance, up to the limit of £268,275. If you have protected lump sum rights, then you may be entitled to a larger tax-free lump sum. You cannot take a tax-free lump sum with the intention of using it to increase your pension contributions. This is because the lump sum will be treated as an unauthorised payment. You will be taxed on the payment at between 40% and 55%. Your pension fund will also be subject to a tax charge of between 15% and 40% (depending on how much of the tax charge you have already paid).

Are any other lump sums available from my SIPP?

You also have the option of taking a taxable type of lump sum from your SIPP once you've reached age 55 (increasing to 57 from 6 April 2028). A quarter of the lump sum will be tax-free with the other three-quarters taxed at your marginal rate. So if you choose to take a lump sum of £10,000, the first £2,500 would be tax-free with the other £7,500 subject to tax. This option is known as an uncrystallised funds pension lump sum. You'll be able to receive one of these lump sums from all or part of your fund, but need to consider the amount of tax you will have to pay from larger payments. The lump sum will only be available from funds that have yet to be used to provide you with benefits. It will not be available once you've used up your Lifetime Allowance, or where you hold certain types of protection for your pension benefits.

Once you've taken one of these lump sums the amount you'll be able to contribute to pension will fall from £60,000 to £10,000 each tax year.

Drawdown pension

Drawdown pension, also known as flexi-access drawdown is when your pension fund remains invested and you draw an income from the fund. There is no minimum or maximum level of income, so you can elect to receive a nil pension or take your whole SIPP in one go, if you wish. Payments you receive from drawdown pension are subject to tax. You should make sure that you understand how much tax you may have to pay when deciding how much pension to take. Taking a high level of pension in a short period of time may mean you have to pay more tax than you were expecting. Taking any pension under flexi-access drawdown will reduce the amount you can contribute to your SIPP and any other money purchase pensions to £10,000 each tax year. You can also take one-off pension payments to suit your circumstances, although there is an additional charge for doing so. You can choose to purchase a lifetime annuity with your drawdown pension fund at any time.

Capped drawdown

If you started your drawdown pension fund before 6 April 2015 you may be in a different type of drawdown pension called capped drawdown. This works in a similar way to flexi-access drawdown but the amount of pension you can take is subject to a maximum limit set by HMRC. The maximum level of annual income is currently set at 150% of the Government Actuary's Department (GAD) relevant annuity rate. This rate varies depending on your age and returns from Government securities and is applied to the value of your pension fund at the date the fund is first used to provide drawdown pension and at each subsequent review. The maximum income will be recalculated every three years until you reach age 75, and annually thereafter.

Whilst you remain in capped drawdown, provided you have not flexibly accessed benefits elsewhere, you retain the option of contributing up to £60,000 to your SIPP each tax year. You can move from capped to flexi-access drawdown at any time.

Lifetime annuity

A lifetime annuity is a regular, taxable, income guaranteed to last you for life. Buying a lifetime annuity involves passing the value of your SIPP to the insurance company of your choice. The annuity available will depend on the value of your fund, annuity rates at the date of purchasing the annuity and the type of annuity you choose. If you buy an annuity, you will usually cease to have any involvement with the investment of your pension fund. This may be the right option if security of income is an important issue.

When you purchase your annuity you can decide whether you want the payments you receive to stay level, go up in line with inflation, or decrease at a later time. If you choose an annuity the amount you can contribute to your pension, will be £10,000 each tax year.

Do I pay tax on pension payments?

All pensions paid to you under drawdown will generally be subject to income tax. We will deduct the tax due before paying your pension. If you are receiving a drawdown pension following the death of another person, for example your spouse, this will not normally be subject to tax where the deceased was younger than 75 when they died and you did not receive payments from the drawdown fund before 6 April 2015. If you purchase a lifetime annuity, the annuity provider will be responsible for the payment of income tax.

Do I have to take benefits?

No. You are not forced to take lump sum or pension benefits from your SIPP at any time.

What Happens If I Die Before Taking Benefits?

Lump Sum

If you are under age 75, a lump sum may be paid free of tax subject to a maximum of £1,073,100, after this there will be a tax charge. These benefits must be paid out within 2 years of your death.

Income Withdrawal

Where death occurs before age 75 your beneficiary is able to designate funds for income withdrawal within two years of your death. This amount will be tested against your Lifetime Allowance, but the income will not be taxed.

Annuity

Your spouse, civil partner or dependant is able to purchase an annuity. Where an annuity has already been purchased it will continue to be paid on the basis of the selected dependant's pension and for the guaranteed period selected at the time of purchase.

What Happens If I Die After Taking Benefits?

Lump Sum

If you are over 75 a pension a lump sum may be paid, subject to tax at the recipient's marginal rate of income tax. No test against the Lifetime Allowance will be required.

Income Withdrawal

Your spouse, civil partner, dependants or beneficiaries are able to continue with income withdrawals, under flexi-access drawdown subject to tax at the recipient's marginal rate of income tax.

Annuity

Your spouse, civil partner or dependant is able to purchase an annuity. Where an annuity has already been purchased it will continue to be paid on the basis of the selected dependant's pension and for the guaranteed period selected at the time of purchase.

Expression of Wish

You can complete the SIPP Member Expression of Wish Form to advise us of your wishes of who should receive the death benefits paid from the SIPP. Whilst we will take your wishes into consideration the trustees are not bound by these instructions.

Your Right To Change Your Mind

You may change your mind about having a Yorsipp SIPP. When your plan commences you will receive a cancellation notice. This will give you the right to cancel it during the next 30 days. The 30 days cancellation rights also apply to transfers and the first income withdrawal.

You may waive the right to cancel your SIPP and certain other assets held within the SIPP. Information on this is provided in the Yorsipp application form.

If you cancel your SIPP you will receive a refund of all of your contributions. If the value of any investment made falls prior to us receiving your cancellation notice you may not receive the original investment amount back.

It may not be possible to return transferred funds to the original pension arrangement. If this is not possible, you will need to arrange for these funds to be transferred to an alternative registered pension scheme who will accept the funds.

You may exercise your right to cancel by writing to us at:

Yorsipp Limited
Eadie House
74 Kirkintilloch Road
Bishopbriggs
Glasgow
G64 2AH
info@yorsipp.com

You must state whether you wish to cancel your SIPP, a specific transfer, or benefits.

Complaints

Should you feel the need to express concern or complain about any aspect of the service received, please contact us at the following address:

Compliance Manager
Yorsipp Limited
Eadie House, 74 Kirkintilloch Road
Bishopbriggs
Glasgow G64 2AH
Compliance@yorsipp.com

If you are not satisfied with our response to a complaint, you may refer your complaint to:

Financial Ombudsman Service
Exchange Tower
London E14 9SR
Tel: 0800 023 4567
<http://www.financial-ombudsman.org.uk>

or

The Pensions Ombudsman
11 Belgrave Road,
London SW1V 1RB
Tel: 0800 917 4487
<https://www.pensions-ombudsman.org.uk/>

Complaints regarding advice you have received should be directed to your Financial Adviser, who should provide their own complaints procedure to you.

Compensation

We are covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the FSCS if we cannot meet our obligations. This depends on the type of business and the circumstances of the claim.

If you are eligible, investments in pension schemes are generally covered up to a maximum limit of £85,000 and £85,000 for bank and building society accounts. Some types of investment are not eligible for compensation from the FSCS. Further information on compensation arrangements can be found at the FSCS website, www.fscs.org.uk

Law

In legal disputes the law of England and Wales will apply.

Disclaimer

This document is for guidance and information purposes only and reflects Yorsipp Limited and associated companies' understanding of the regulations at the time of writing.

You should not rely solely on this document when making any decisions.

Please note that Yorsipp Limited does not give financial or investment advice. Yorsipp Limited strongly recommends that you consult a suitably qualified Financial Adviser.



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Yorsipp is a trading style of Yorsipp Limited (05743279) and its subsidiaries Astute Pension Trustees Limited (08696449) and Primetime Trustees Limited (09716098) along with its associated company Yorsipp (Trustees) Limited (04242849), all registered at c/o Calvert Dawson Limited, 288 Oxford Road, Gomersal, Cleckheaton BD19 4PY.

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